



National Finance Center Customer Notification

Date of Notification: November 17, 2010

Subject: Thanksgiving Day Holiday

Database/Customer(s) Affected: All

Dear Customer:

In observance of the Thanksgiving Day Holiday, the National Finance Center (NFC) offices will be closed Thursday, November 25, 2010, including the following NFC help desks: (1) *EmpowHR* Help Desk, (2) Payroll/Personnel Call Center, (3) webTA Help Desk servicing designated USDA, OOC and HUD customers and (4) ABCO and ABCO Claims Help Desks.

All NFC applications will remain available during the holiday and payroll/personnel processing will continue on the normal schedule. Pay Period 23, Time and Attendance (T&A) may be transmitted as early as Friday, November 19, 2010 but should be submitted no later than COB Tuesday, November 23, 2010.

Please note the change in the PAYE process for pay period 23/2010. For all databases, the first PAYE pass for Pay Period 23, 2010 will run on Thursday, November 25, 2010 with the second PAYE pass executing on Saturday, November 27, 2010.

As always, NFC's Operations and Security Center (OSC) will be available for 24 hours per day, 7 days per week at 1-800-767-9641, 504-426-6435, or via email to OSC.ETIX@usda.gov.

If you have any questions regarding this notification, please contact NFC's Client Management Branch at Customer.Support@usda.gov.

DRA/M2-11-002/002

Tip of the Week

The U.S. Department of the Treasury no longer issues paper savings bonds through federal payroll savings plans. Employees who wish to participate in purchasing savings bonds electronically may do so by enrolling in the electronic bond program via Treasury Direct (www.treasurydirect.gov).